

January 22, 2004

TO: TECHNICAL REVIEW COMMITTEE

FROM: WILLIAM T. MARTIN, CITY PLANNER

SUBJECT: REGULAR MEETING, TUESDAY, FEBRUARY 3, 2004 AT 9 A.M., IN THE
PLANNING DIVISION'S CONFERENCE ROOM, SECOND FLOOR, CITY HALL

**A COPY OF THE PAID RECEIPT FOR THE FEE MUST BE SHOWN BEFORE THE
REPRESENTATIVE WILL BE ALLOWED TO ATTEND THE TRC MEETING.**

The regular meeting of the Technical Review Committee will be held as indicated above. The following items will be considered:

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| 1. | Site Plan Review | Putt-Putt Golf & Games Building Addition (SPR0401-0004)
#8105 Timberlake Road
Val. Map #253-02-001 | Review Time: 9:00 |
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Caroline Heppner, of Heppner Engineering has submitted a preliminary site plan for the construction of a 2400 sq. ft. building addition on the subject property. **(The site plan review fee of \$306 is due and must be paid prior to or at the TRC meeting.)**

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| 2. | Site Plan Review | Wiggington Road Senior Center (SPR0401-0006)
#225 Wiggington Road
Val. Map #221-12-001 | Review Time: 9:15 |
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Mary Jane Russell, of the City of Lynchburg Economic Development Department has submitted a preliminary site plan for remodeling and site improvements for a senior center on the subject property. **(There is no review fee for this project.)**

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| 3. | Site Plan Review | Milton & Neal Office Building (SPR0401-0007)
Lakeside Drive
Val. Map #228-08-011 | Review Time: 9:30 |
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Mike Foltz of WW Associates has submitted a preliminary site plan for construction of an 8400 sq. ft. office building & associated parking on the subject property. **(The site plan review fee of \$348 is due and must be paid prior to or at the TRC meeting.)**

Administrative Review/No Meeting

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| 1. | Subdivision | Mountain Top Estates (SUB0401-0008)
Candlers Mountain Road
Val. Map #260-01-004 |
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Thomas Brooks, Sr., of Acres of Virginia has submitted a preliminary subdivision plat proposing to subdivide 1 lot into 10 lots on the subject property. **(The subdivision plat review fee of \$450 is due and must be paid before TRC comments will be mailed.)**

pc:	L. Kimball Payne, III Bruce McNabb Lee Newland	Walter C. Erwin Ed Miller Witt Clark	Rachel O. Flynn Cynthia Page Mike Carroll	Assessors Office Denise Donigan
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